

Board Agenda Item
April 14, 2004

ADMINISTRATIVE - 1

Adoption of Minutes - February 25, 2004, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the March 24, 2004, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of the minutes of the March 24, 2004, Park Authority Board meeting.

TIMING:

Board action is requested on April 14, 2004.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the March 24, 2004, Park Authority Board meeting

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Barbara J. Gorski, Administrative Assistant

ACTION - 1

Mastenbrook Volunteer Matching Fund Grant Program Request - Greenbriar Civic Association (Springfield District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Greenbriar Civic Association in the amount of \$423 to construct three physical fitness stations in Rocky Run Stream Valley Park.

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Greenbriar Civic Association in the amount of \$423 to construct three physical fitness stations in Rocky Run Stream Valley Park. **(This item was reviewed by the Planning and Development Committee on March 3, 2004, and was approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 14, 2004, in order to award the grant.

BACKGROUND:

The Greenbriar Civic Association has requested \$423 of Mastenbrook Volunteer Matching Fund Grant Program funds to construct three physical fitness stations in Rocky Run Stream Valley Park. The physical fitness stations will be for sit-ups, push-ups and chin-ups and will be constructed along the trail in the park. This is an Eagle Scout project that is sponsored by the Greenbriar Civic Association. The total project cost for the construction of the physical fitness stations is estimated to be \$1,863. Matching funds are being provided by in-kind volunteer labor. The project meets the eligibility criteria for the Mastenbrook Volunteer Matching Fund Grant Program.

The Park Authority will coordinate and monitor all aspects of the project.

FISCAL IMPACT:

The estimated total project cost for the physical fitness stations is \$1,863. Funds are currently available in the amount of \$423 in Project 004769, Mastenbrook Volunteer Matching Fund Grant Program in Fund 371, Park Capital Improvement Fund; and in the amount of \$1,440 from in-kind volunteer labor contributions

Board Agenda Item
April 14, 2004

resulting in total available funding of \$1,863.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$66,116.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request -
Greenbriar Civic Association

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Brian Daly, Director, Park Operations Division

Jan Boothby, Grants Coordinator

ACTION - 2

Approval to Apply for a Grant from the Virginia Outdoors Fund (Land and Water Conservation Fund) for Development of CLEMYJONTRI Park, Phase 1 (Dranesville District)

ISSUE:

Approval to apply for grant funds in the amount of \$200,000 from the Virginia Outdoors Fund (Land and Water Conservation Fund) for development of CLEMYJONTRI Park, Phase 1.

RECOMMENDATION:

The Park Authority Director recommends approval to apply for grant funds in the amount of \$200,000 from the Virginia Outdoors Fund (Land and Water Conservation Fund) for development of CLEMYJONTRI Park, Phase 1.

TIMING:

Board action is requested on April 14, 2004. The submission deadline for this grant application is April 16, 2004.

BACKGROUND:

The Virginia Department of Conservation and Recreation administers the Virginia Outdoors Fund for the acquisition and development of public outdoor recreation areas and facilities. Funds are provided through state general fund appropriations, when available, and from federal apportionments from the Land and Water Conservation Fund that are available for the acquisition and/or development of outdoor recreation areas. The maximum grant amount is \$200,000.

CLEMYJONTRI Park is an 18.5 acre Community Park located in Dranesville District at 6319 Georgetown Pike in McLean. The parkland was donated to the Park Authority by Adele Lebowitz in March 2000, with the requirement that the park be named CLEMYJONTRI Park after her four children. Phase 1 of park development includes an entrance road, accessible playground, restroom facilities, picnic shelter and a carousel. The focus of the Agreement for Charitable Transfer (Agreement) was based on the donor's desire to provide an accessible playground where all children could play together unrestricted by physical barriers. The Agreement and deed further stipulate that the Park Authority must secure all of the requisite government approvals and funds

Board Agenda Item
April 14, 2004

needed for the development of Phase 1 within five years from the date of transfer or the property will revert to the donor.

Funding requirements for Phase 1 development are estimated to be \$5,755,659. Funding in the amount of \$2,231,285 is available for the project, leaving a balance needed of \$3,524,374. In an item to the Board on February 11, 2004, it was stated that staff would pursue grants and other sources of private funds to offset portions of these development costs.

A Resolution of Support is required for enclosure in the proposal and is included as an attachment.

FISCAL IMPACT:

Funding in the amount of \$200,000 is being requested from the Virginia Outdoors Fund. This is a reimbursable grant program requiring a minimum 50 percent match. Funds will be available in the amount of \$200,000 in Project 475502, Community Park Development in Fund 370, Park Authority Bond Construction for a total of \$400,000 for the project. Upon reimbursement by the state, funds in the amount of \$200,000 will be deposited in Project 004534, Park Contingency in Fund 371, Park Capital Improvement Fund.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution of Support

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn Tadlock, Director, Planning and Development Division

Mark Holsteen, Project Manager

Jan C. Boothby, Grants Coordinator

ACTION - 3

Approval - Extension of Open End Contracts for Stream Stabilization Services

ISSUE:

Approval of a one year extension to the open end contracts with Greenhorn & O'Mara and Williamsburg Environmental Group and the addition of \$75,000 to the not to exceed contract amount of Williamsburg Environmental Group for stream stabilization services.

RECOMMENDATION:

The Park Authority Director recommends approval of a one year extension to the open end contracts with Greenhorn & O'Mara and Williamsburg Environmental Group and the addition of \$75,000 to the not to exceed contract amount of Williamsburg Environmental Group for stream stabilization services. **(This item was reviewed by the Planning and Development Committee on April 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 14, 2004, to ensure that projects requiring stream stabilization services continue without delay.

BACKGROUND:

On December 12, 2001, the Park Authority Board approved open end contracts with Greenhorn & O'Mara and Williamsburg Environmental Group for stream stabilization services. The contracts were for an amount not-to-exceed \$250,000 each, which would be charged to individual projects as needed. The contracts were approved for a period of one year with the option to extend them for two (2) one-year extensions. On February 12, 2003, the Park Authority Board extended the contracts for one year. To help ensure that currently active projects proceed without delay, staff recommends extending both contracts for a second and final one-year extension period.

The revised contract expiration date of January 2005 should provide staff sufficient time to complete designs outstanding from the 1998 Bond Program before having to solicit new firms for the 2004 Park Bond Program. Neither of these consultant contracts have exceeded the contract dollar limit to date. However, an additional amount of \$75,000 is requested to be added to the existing balance of the contract of Williamsburg Environmental Group due to anticipated work.

Board Agenda Item
April 14, 2004

FISCAL IMPACT:

The contract balances and contract expiration dates are listed on Attachment 1. An additional \$75,000 is requested to be added to the contract of Williamsburg Environmental Group due to anticipated work. Funding for these contracts will be provided by individual projects that require stream stabilization services. This Board action only commits funds through the issuance of a Contract Project Assignment.

ENCLOSED DOCUMENTS:

Attachment 1: Summary of Open End Contracts for Stream Stabilization Services

Attachment 2: Project Assignments to Stream Stabilization Firms

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning & Development Division

Thaddeus Zavora, Manager, Capital Facilities and Budget Administration

John Lehman, Manager, Project Management Branch

Mike Baird, Capital Facilities and Budget Administration

Christopher J. Hoppe, Supervisor, Project Management Branch

ACTION - 4

Contract Award - Open End Contracts for Geotechnical Engineering and Inspection Services

ISSUE:

Approval of open end contract awards to the firms of Schnabel Engineering, Burgess & Niple, Inc. and Clough, Harbour & Associates for geotechnical engineering and inspection services needed to complete the remaining projects in the 1998 Bond Program.

RECOMMENDATION:

The Park Authority Director recommends approval of open end contract awards to the firms of Schnabel Engineering, Burgess & Niple, Inc. and Clough, Harbour & Associates for geotechnical engineering and inspection services needed to complete the remaining projects in the 1998 Bond Program. Each firm will be awarded a contract in the not to exceed amount of \$80,000 for a one year time period, with the option of two (2) one-year extensions. **(This item was reviewed by the Planning and Development Committee on April 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 14, 2004, to ensure that geotechnical engineering and inspection services are readily available to complete the remaining projects in the 1998 Bond Program.

BACKGROUND:

Utilization of open end geotechnical engineering and inspection services contracts can shorten project schedules by reducing the amount of time required to procure critical professional services. The open end geotechnical engineering and inspection services contracts established for the 1998 Bond Program have expired and are no longer available to support the remaining projects in the 1998 Bond Program.

Staff has now completed the steps necessary to select three (3) qualified firms to provide geotechnical engineering and inspection services through the use of open end contracts. A Selection Advisory Committee (SAC) comprised of three (3) staff members was established to evaluate qualification materials submitted by professional firms that responded to an advertisement Request for

Qualifications. The SAC then interviewed the top three (3) rated firms to confirm their qualifications. The criteria used to select the firms included; design and inspection consulting experience, geotechnical engineering experience, environmental project and permitting experience, public client experience, staff qualifications, quality of past work, project management and quality control strategies and their responses to interview questions. Based on a review of the qualification packages and their interviews, the SAC has found Schnabel Engineering, Burgess & Niple, Inc. and Clough, Harbour & Associates to be the most qualified firms to provide geotechnical engineering and inspection services.

Professional services that may be required from the firms are as follows :

- Scope Development - Perform reconnaissance work and field investigations in support of feasibility studies for park development projects. Perform necessary soil borings, analysis and classifications .
- Design and Plan Preparation - Furnish preliminary design recommendations based on soil data analysis. Prepare soils reports and plans to enable submissions and applications for jurisdictional reviews and approvals.
- Plan Approval - Assist in securing site plan and permit approvals from federal, state, and county authorities. Provide the services of a Fairfax County Designated Plans Examiner.
- Construction - Provide construction administration and inspection services to include soils testing, special inspections and other related geotechnical services. Provide engineering certifications as required.

Each firm will be awarded a contract in the not to exceed amount of \$80,000 for a one year time period, with the option of two (2) one-year extensions. Funds in the amount of \$100 will be encumbered to open and establish each contract. As services are needed on a specific project, a proposal will be requested from one of the firms based on the type of expertise required on the project, availability of each firm and the current distribution of project assignments.

Each contract will be terminated or brought back to the Board for extension when the time period expires or the maximum amount of the contract has been assigned to projects, whichever occurs first. These contracts do not guarantee any minimum contract amount to any of the firm.

Board Agenda Item
April 14, 2004

FISCAL IMPACT:

Funds are necessary in the amount of \$100 per firm to open and establish the contracts for open end geotechnical engineering and inspection services for a total of \$300. Funds are available in the amount of \$300 in Project 004534, Park Contingency, Fund 370, Park Authority Bond Construction to initiate these contracts. Funds will be charged to each project as work is assigned up to the maximum amount of the contract. This Board action only commits funds through the issuance of a Contract Project Assignment.

ENCLOSED DOCUMENTS:

Attachment 1: Response to Request for Qualifications

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning and Development Division
Thaddeus Zavora, Manager, Capital Facilities and Budget Administration
John Lehman, Manager, Project Management Branch
Mike Baird, Capital Facilities and Budget Administration
Deb Garriss, Supervisor, Project Management Branch
Cindy McNeal, Project Manager, Project Management Branch

ACTION - 5

Authorization to Hold a Public Hearing on the Proposed Master Plan Revision for Nottoway Park (Providence District)

ISSUE:

A draft master plan revision for Nottoway Park is ready for public comment.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board authorize a public hearing to present the master plan revision for Nottoway Park to the public. **(This item was reviewed by the Planning and Development Committee on April 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 14, 2004, to maintain the project schedule.

BACKGROUND:

The original master plan for Nottoway Park was adopted in 1973 and does not reflect current needs nor existing conditions at the park. The master plan revision provides guidance for several established uses at the park that were not previously planned (i.e. the Hunter House and community garden plots) and takes into account changes in park needs, uses, and boundaries over the last thirty years. A preliminary public planning workshop for the draft plan was held on November 19, 2002. This was followed by a public open house to hear comments on potential site layouts on February 5, 2004.

In accordance with Park Authority policy, a formal public hearing must be held to receive public comment on the draft plan revision. The public hearing is tentatively scheduled for Thursday, May 20, 2004, at Oakton High School.

FISCAL IMPACT:

The fiscal impact is limited to staff salaries and costs associated with public hearing advertisements that have already been budgeted.

Board Agenda Item
April 14, 2004

ENCLOSED DOCUMENTS:

Attachment 1: Draft Nottoway Park Master Plan Revision (The Master Plan was distributed in the April 7, 2004, Planning and Development Committee package.)

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning and Development Division
Cindy Messinger, Interim Director, Resource Management Division
Brian Daly, Director, Park Operations Division
Kirk Holley, Manager, Park Planning Branch
Irish Grandfield, Project Manager, Park Planning Branch

ACTION - 6

Transfer of County-Owned Land to the Fairfax County Park Authority - Phase III

ISSUE:

Approval of, by way of a quitclaim deed, the Phase III transfer of 99 parcels of County-owned land totaling 1,025.4050 acres from the Board of Supervisors to the Fairfax County Park Authority for park purposes.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve, by way of a quitclaim deed, the Phase III transfer of 99 parcels of County-owned land totaling 1,025.4050 acres from the Board of Supervisors to the Fairfax County Park Authority for park purposes. **(This item was reviewed by the Planning and Development Committee on April 7, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 14, 2004.

BACKGROUND:

In preparation for the Park Authority's request to the Board of Supervisors (BOS) for the Phase III land transfer to the Park Authority, staff has prepared the attached list of properties, sorted by supervisory district, that appear to be suitable for park uses. The total Phase III list includes 99 parcels consisting of 1,025.4050 acres of land with a total tax assessed value of \$27,458,010. All properties included in Phase III are subject to review by various County agencies to identify existing uses and possible deed restrictions. The Board of Supervisors must conduct a public hearing on the transfer. Evaluations of each property by Park Authority staff will be conducted to assure the proper physical condition of each parcel prior to Park Authority acceptance. As a result of these proceedings, it is possible that all of the parcels will be conveyed to the Park Authority.

The list of parcels requested for this transfer is comprised of many types of vacant properties including more stream valley parcels, parcels currently used for park purposes, County-owned land adjoining existing parkland, and other vacant land suitable for either preservation or park development. The acreage per district requested for transfer range from 3.5 acres in the Providence District to 383 acres in the Mount Vernon District.

Board Agenda Item
April 14, 2004

The BOS has previously approved two phases of land transfers to the Park Authority. The Phase I transfer was approved by the BOS on May 10, 1999 and included 149 parcels consisting of approximately 1,220 acres with a tax assessed value of more than \$21,000,000. The Phase II transfer was approved by the BOS on December 11, 2000, and included 61 parcels consisting of approximately 930 acres with a tax assessed value of more than \$54,000,000. The combination of these two transfers has netted the Park Authority 210 parcels of land with 2,150 acres (over 9% of current holdings) that is valued in excess of \$75,000,000.

The Park Authority is requesting the land be transferred by way of quitclaim deeds. The Phase I transfer required three deeds to complete and the Phase II transfer required two deeds. The provisions and conditions of the quitclaim deed that will be prepared by the County Attorney's Office for this transfer are expected to be similar to those of the previous transfers. The County Attorney's Office will also review the property list to determine any legal issues which may prevent the transfer of any of the properties.

FISCAL IMPACT:

The Park Authority will assume ownership and maintenance responsibilities for an estimated \$27,458,010 worth of additional parkland.

ENCLOSED DOCUMENTS:

Attachment 1: Phase III Transfer List of County-owned Land

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Kay H. Rutledge, Manager, Land Acquisition and Management Branch

Douglas A. Petersen, Senior Right of Way Agent

Gail A. Croke, Senior Right of Way Agent

INFORMATION - 1

"Wi-Fi" Service Proposal at Lake Fairfax Park (Hunter Mill District)

In December 2003, the Park Authority received a proposal via Supervisor Hudgins and then Park Authority Board Member Gwendolyn Minton, from Linkspot proposing the installation of Wi-Fi service at Lake Fairfax Park Campground. Staff has evaluated the proposal and is pursuing installation of the service as an enhancement to campground services.

Wi-Fi ("wireless fidelity") is a wireless technology, gaining popularity with visitors to parks and campgrounds across the country. This technology allows people to communicate with the internet even from remote locations. Campers pay hourly, weekly or monthly for internet access from wireless capable computers. Internet access at campgrounds is growing quickly and becoming a significant service expectation that campers seek when they make their reservations. Area campgrounds that now offer this amenity are Cherry Hill in College Park, and Yogi Bear's Jellystone Park in Williamsport Maryland.

Research completed to date indicates that Linkspot would represent a significant service enhancement and provide increased revenues. All contacts made have been extremely favorable towards the service and the service provider (Linkspot). In many cases, campers chose their campground over the competition because they offered Linkspot service.

Based on feedback from current installations of Wi-Fi impact on camper nights, staff projects this service will increase campground use by 5%, or \$6,000 annually. One of the items that staff learned during the research is the potential of significant campground use during the off-season by independent contractors doing work for the federal government, defense contractors, and technology firms. These contractors are increasingly using the other local area campground, Cherry Hill, currently set-up with Linkspot, as their home base rather than using hotel facilities. Cherry Hill experienced an increase in their long term RV camper registration by government contractors. With its prime location in the Reston/Herndon technology corridor, Lake Fairfax Park should expect a surge in that demographic camping at the park. These campers stay for extended periods of time and would result in a positive revenue impact. This type of use could add \$5,000 in additional camper fees per year.

Due to the value of the contract, the proposal will need to be competitively bid. Staff anticipates that a bid package can be completed in the next 30 days. Actual implementation of the service will depend on the time required to complete the procurement process. It is anticipated that the service would be available within 60 days of finalizing the contract.

Based on the discussions with Linkspot, the terms of the contract would be structured as follows:

Vendor

- Installs, maintains and operates the equipment to provide the high-speed internet access. The cost of this equipment is approximately \$10,000.
- Provides toll free technical support to campers using the service free of charge.
- Provides brochures and signage to promote the service to the campers.
- Trains the park staff to be able to handle basic questions encountered at the park.
- Collects all fees and pays a commission to Lake Fairfax Park.

Park Authority - Lake Fairfax Park

- Provides the locations to install the Linkspot equipment and the electrical power to operate the equipment.
- Installs and provides telecommunications services using a satellite dish. To connect to the internet. The cost to install a satellite dish is approximately \$1,000 with monthly service of \$500.

Lake Fairfax staff is also considering providing the service at the Water Mine, which could further increase the revenue potential at the park.

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Charles Bittenbring, Acting Director, Park Services Division

Peter Furey, Manager, Golf Enterprises and Lakefront Parks

Todd Johnson, Manager, Lake Fairfax Park

INFORMATION - 2

Corbalis Property Master Plan Update (Providence District)

The Corbalis Property was identified in the FY 2004-2005 Work Plan for development of a Master Plan and completion of a 2232 application. The planning process has been initiated with the first planning workshop scheduled for April 19, 2004. As scheduled, the Master Plan would be presented to the Park Authority Board for approval in January 2005. The 2232 review and approval would follow within six months of Master Plan approval. The Work Plan did not anticipate any subsequent work since funds have not been identified for development.

It has come to the attention of Staff that the Providence District Supervisor, Linda Smyth, has identified an opportunity for the Park Authority to participate in a private-public venture to develop a community park at the Corbalis Property. The Oakton community has asked Ms. Smyth to preserve the Oakton School House which is a 19th century wood frame structure that comprises portions of the prior Appalachian Outfitters store at the intersection of Chain Bridge Road and Hunter Mill Road in Oakton. The site is currently abandoned and will likely be sold in the near future for redevelopment. If this happens, the existing store structure including the School House will probably be demolished. Ms. Smyth believes the community will support relocation of the School House to the Corbalis property. She has discussed an arrangement with the development company West*Group to move the School House structure to the Corbalis property at no cost. In addition to their offer to relocate the School House, West*Group has expressed interest in developing other facilities at the park, if the planning process can be expedited.

Unless otherwise directed, staff will coordinate the April 19, 2004, meeting with the Supervisor's office to determine if community support exists for the relocation of the Oakton School House to the Corbalis property. In addition, staff will begin negotiations with West*Group to develop an agreement for the relocation of the Oakton School House and development of other facilities at the Corbalis property. Staff understands that the Park Authority Board is willing to consider expediting the master plan process to accommodate this partnership opportunity. Any agreements would be presented to the Park Authority Board for approval.

ENCLOSED DOCUMENTS:

Attachment 1: Oakton School House; photographs

STAFF:

Board Agenda Item
April 14, 2004

Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning & Development Division
Cindy Messinger, Interim Director, Resource Management Division
Kirk Holley, Manager, Park Planning Branch
Angela Allen, Park Planning
John Pitts, Manager, Special Projects Branch
Bob Betsold, Special Projects